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# **BOARD OF SELECTMEN**

## **MEETING MINUTES**

### **7/14/09**

The Board of Selectmen met in the Town Hall, Joseph F. Bilotta Meeting Room as scheduled with Thomas Alonzo, Paula Bertram, Steven M. deBettencourt, Thomas Mason, Dave Matthews and CAFO Kerry Speidel present. Meeting opened at 7:01 P.M. with the Pledge of Allegiance

### ***PUBLIC DISCUSSION***

### ***ANNOUNCEMENTS***

Chair announced that on the coming Monday, will be the final band concert of the series at 7:15 PM.

Also congratulations Richard Bourque, Eagle Scout whose project was to place four benches in the Lower Common area around the gazebo which has been appreciated by all attendees to the concerts.

### ***APPOINTMENTS***

**1. 7:15 PM – Common Victualler License Application, Seth Silver, The Ugly Omlet, 165 Mass.Ave.** – Board of Selectmen voted unanimously to approve the license.

**2. 7:30 PM – Unitil Vegetation Mgmt. Plan, Peter Powers, Asplundh Tree** – Jack Rodriquez, DPW Director was present and informed the board that Peter was not able to make tonight's meeting, Mark Frappier from Unitil is present and as they're about to begin the tree cutting program, want the town to be aware that this is entirely different from the debris removal. Preventative measures in order to prevent power outages. Mark informed the board of Unitil's new enhanced tree trimming program which will entail many tree removals, ground to sky, eight feet back from the lines. Reservoir Road from Page to Keatings area has been chosen as the first and have received positive responses from the residents as they've been going door to door. Overall this is to improve the reliability to the mainlines of the distribution systems, have also met with Chief Glenny.

Chair questioned mainlines, the categories of lines also how many road miles of electric lines. Vegetation management, where does the responsibility and or authority lie, is there any prior approval that you need from homeowners?

Per Mark, the mainlines is where you have three lines, three feeders typically is where you have the greater volume of customers are on the mainline distribution. He informed the board that he has the number of lines in the office, not currently with him. For this project, will start as soon as we can and we'll have almost seven miles projected for completion this calendar year. Need abutters permission, property owner and town permission and at this time they will not cut without permission. Also noted that it is planned to do Leominster Road which is a scenic road and Jack has addressed this with the Planning Board. Also noted that there is another project scheduled from Page Street to Goodrich St. on Lancaster Ave. for line replacement, this will be supporting the three phase conductors, 700 customers on that feeder. Other areas to be done are Page Street to Flat Hill Road, Leominster Road to Sunnyhill Road and Sunnyhill Road to Mass Ave. Two crews will be dedicated initially, currently no plans on stump grinding only cutting level to the ground.

Steve questioned if this is going to be year round. Mark doesn't currently have the information on this. Currently no tree trimming is scheduled for this time, three phase is a five year cycle and tree trimming is a seven year cycle, last time trimming cycle was done was from 2004 to 2006.

Chair questioned who is management person responsible for this project and per Mark, it will be himself and Peter Powers from Asplundh. Where there are canopies, they will cut back on either side.

Dave raised the question on whether Unitil has considered going underground on the scenic roads. Per Mark, this has not been considered. Paula noted that she would like to know how many miles of mainlines that we have and what the plan would be for next year and what our cycle is for the secondary line trimming. Mark will provide as soon as he receives the information.

**3. 7:45 PM – Ice Storm Post Mortem, Fire Chief Scott Glenny** – Reviewed the attached after action report and the Standard Operating Guidelines (SOG) that has been adopted and many measures have been implemented. Chair noted three points, broadcast on cable should consider the ability to ensure that our internet website is up or make plans that should we have in an emergency to be able to access through another site or in an area that is not affected. To create a communications systems for people who may not have a way to let us know that they may need assistance. Per Scott, this has been incorporated within the brochure. Chair also recommended the use of local AM transmitters that have a short span, may not need licensing and there may be grant money available. Paula commented on the home health agency and whether we could tap into the Nashoba Nursing and per Scott they don't enough staff to provide the assistance. Paula also noted that at one point the town's board of health had been working on a database for volunteers and would recommend the Chief investigate where that stands. Dave commended the efforts of the Chief in preparing this document, would also recommend a type of checklist on when, where, how to drain pipes, information on fire wood and availability of information that could be sent out. Noted companies that offer services which will provide cell phone, cable broadcasts sent out.

Chief noted that he would like to be able to have these packets sent to every household and would like to have these available by the beginning of the school year. Board expressed their appreciation to the Chief and all the departments and noted that what was highlighted the most was how exceptionally well everyone worked together. This is well along its way to being completed and noted that as the EMD, will make Scott the point person. Board would like to have this information also posted on the website, Chief would like to hold off on the Preparedness Action Guide.

**4. 8:00 PM – Police Chief, Dan Bourgeois, Reserve Police Officer Applicants** – Dan presented the four candidates for the board's consideration for additional reserve police officers. They have recently graduated from the Boylston Police Academy 4/6/09 – 6/30/09 intermittent class which is a 216 hour course with an emphasis on community policing. Introduced, Michael Viola, Michael Connors, Wendy Lizotte. These people have paid for their classes, the textbooks their uniforms entirely and they are anxious enough to invest their time and commitment. Daniel Bellofatto is a former full-time Police Officer for the City of Fitchburg. All appointments would be subject to physicals and Physical Agility Tests. Background checks were all very positive. Tom M., moved to appoint applicants as reserve police officers, Paula seconded, voted unanimously.

## **CURRENT BUSINESS**

### **1. CAFO Updates –**

- Kerry discussed the Unutil issue with the street lights and the billing and noted that we had been paying a significant increase in the street lights. Received an email from Unutil that they have realized the town was overpaid by \$13643.21, Which covers a period of over one year, the biggest issue was in 2009 and they will be forwarding this information to the town and crediting that amount to the town. Also, noted that the town does not own the street lights which makes it difficult in how we can make them more efficient. Have been approached by Grady Research in Ayer and they have a patent on a street light control device and are looking for test sites and have also approached Unutil. No specific data at this time as to what they project the savings the town could realize. Chair questioned if we're asking for interest and have they given us a formula for how they are charging us monthly. Per the CAFO, this is still an issue and they have provided a formula on how two types of street lights get charged, but this is still an issue that remains, will inform board when she receives a resolution. With regards to interest, certainly can ask but receiving it is probably slim to none. Tom M. questioned if this is an issue that we should file with the DPU. CAFO will put something together to send to DPU.
- Received a revised assessment from Monty Tech for FY2010, town assessment has been reduced by \$3,450.
- Meeting with the PEC, looking at providing prescription drug coverage to retirees in a different manner than we currently provide. Many towns have looked at not providing the coverage through Medicare Part D and providing supplemental coverage for that. Will draft a letter to the PEC, and present at the next meeting either for the boards review to request that we look at a plan to carve out the drug portion..
- Received from Town Counsel the information on the Lake Shirley title information and provided this electronically to the board members, the back up is in the office for the board to review. The work that was done is all that they can do for a reasonable cost and unfortunately have not been able to make a determination as to who owns the lake. Paula does not believe it's something we should pursue as she doesn't believe we'll get a definitive answer. Concern is when they have done chemical treatment to the lake the town was listed as owner, concern on this and the potential liability to the town. The board needs to have a frank discussion on the activities on the lake. Clearly we own the dam and should accept responsibility for the dam. Question is where do the Town of Lunenburg responsibilities lie. Chair concurred that we need to have discussion on how activities will affect the lake and should involve the Lake Shirley Improvement Corp. (LSIC)..

**2. Minutes -** Board of Selectmen regular session for 5/19/09, 6/2/09 and Executive Session for 6/9/09 and 6/23/09 reviewed and signed.

**Warrants -** #2W/P 09, 6/30/09 - \$555,911.59, #1Mb 10, 7/10/09 - \$3,456.00, and #2 10, 7/10/09 - \$429,098.88 reviewed and signed.

### **Action File Issues**

- Paula discussed the Pearl Brook Apartments and noted that there is a timeline and would like to get an update from Eugene Capoccia, Director of Lunenburg Housing Authority as to where they stand with the improvements that have been scheduled. Kerry will contact Mr. Capoccia for an update.
- Vendor that has been chosen has been pushing the timeline out and if this is going to continue then we should ...move forward with the Lake Shirley Dam inspection
- Steve discussed West Street between Hollis and Route 13 and has been approached by a resident which is horrendous with potholes. Per CAFO, has discussed with the DPW Director and will be getting the plan before the board which we've scheduled in August with the board and will follow up with the DPW Director on filling of the potholes.
- Update on brush, vendor has requested and was granted a five day extension based upon the holidays that we had and he understands the issue of the costs incurred for detail officers and other related expenses. He has assured us that he will

complete the job by July 24<sup>th</sup>. If not complete there is a liquidated penalty of \$500/per day if the work is noted completed. Steve also questioned amount that has been expended and the amount expected to be incurred, per CAFO we've been told that FEMA will reimburse on the actual amount of debris chipped.

#### **Contracts - none**

**3. Jones House, Historical Commission** – tabled to next week as the Commission would like to come in @ 5:30 or 6:00 for a work shop session. Board concurred that 6:00 PM will work.

**4. Bottle Bill Update / Resolution** – Tom M. would request that the board take action and support the bottle bill as presented. Chair read the attached letter from MassRecycle into the record. Per Tom M., includes water, fruit juice bottles which would result in 68% recycling, obvious that the bottle bill does keep the volume down and filling up the landfills. Paula, Steve and Dave are in complete support of the bill. Tom M. moved to approved and forward a copy of the resolution sent to our representatives and a press release to be forwarded, voted unanimously to approve the attached resolution.

**5. CAFO Goals** – Chair would like to schedule a workshop to discuss this. Board August meetings are scheduled for 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays. Possible workshop to be scheduled on the 11<sup>th</sup> for CAFO goals.

#### **OLD BUSINESS**

##### **1. Committee Updates**

- Paula, attended the Planning Board meeting and that the Tri-Town project is expected to move forward in the very near future.

##### **2. Pre-disaster Mitigation (tentative)** – tabled.

**3. Ritter Memorial Sign** – two signs valued at \$4,291.00, one would be for on the building and one for placement on the property. Board expressed appreciation for their donation of this sign and CAFO requested that the board officially accept the donation, Tom M. so moved, Paula seconded voted unanimously to approve the acceptance of this gift from Turning Leaf Company.

#### **APPOINTMENTS/REAPPOINTMENTS**

**1. Reappointments: J.J. Cote, Conservation Commission, Martha McDonald, Finance Committee** – Steve motioned to reappoint J.J. Cote to the Conservation Commission and Martha McDonald to the Finance Committee board voted unanimously to reappoint J.J. Cote and Martha McDonald. Term is for three years on both positions.

Paula noted the appointments to the Computer Advisory Committee and would recommend that the board take this up at our August meeting for action.

**2. Resignation: Gloria O'Brien, Council on Aging, Pat White, Property Tax Work-Off Program** – Board accepted with regrets the resignations from Gloria O'Brien and Pat White, letters of appreciation for their service to be sent. Board would like to personally sign letters, to be brought to next board meeting.

##### **3. Reserve Police Officers -**

Tom M., moved to appoint applicants (Michael Viola, Michael Connors, Wendy Lizotte and. Daniel Bellofatto) as reserve police officers, Paula seconded, voted unanimously.

#### **EXECUTIVE SESSION**

##### **1. Contract Negotiations**

Being no further business board voted unanimously to adjourn Regular Session at 9:05 P.M. and enter into Executive Session at this time, not to return to regular session.

Respectfully submitted,

Laura Williams, Chief Administrative Assistant  
Board of Selectmen